

**CITY OF FRANKLIN  
POLICE & FIRE COMMISSION MEETING  
FRANKLIN LAW ENFORCEMENT CENTER COURT ROOM  
9229 W. Loomis Road, Franklin, Wisconsin  
Monday, May 11, 2020 @ 5:00 p.m.**

**MINUTES**

I. The May 11<sup>th</sup>, 2020 Police & Fire Commission Meeting was called to order at 3:00 p.m. by Commission President Donohoo in the Franklin Law Enforcement Center Court Room. Members present were Commissioners Donohoo, Lenz, Mineo and Schnagl. Also in attendance were Police Chief Oliva and Human Resources Coordinator Zahn.

II. Approval of the Minutes of the March 11th, 2020 meeting.

Motion by Commissioner Schnagl and seconded by Commissioner Mineo to approve the minutes as submitted. Motion Carried: Ayes – All.

III. Hiring of Police Patrol Officer - The hiring of Phillip J. Martinez as a Police Department Police Patrol Officer from the February 2020 Police Patrol Officer Hiring Process.

Motion by Commissioner Lenz and seconded by Commissioner Mineo that Phillip J. Martinez is hereby appointed to the position of City of Franklin Police Patrol Officer effective 5/26/2020, that said appointment is subject to a 1 year introductory period commencing on the effective date of his appointment, that the 1 year introductory period will expire at the end of 1 year unless extended by the Commission, and the Police Chief shall provide the Commission reports of his progress when requested by the Commission. Motion Carried: Ayes – All.

IV. The Promotion of Police Department Patrol Officer Melissa L. Tromp to a City of Franklin Police Department Detective Position.

Motion by Commissioner Schnagl and seconded by Commissioner Mineo that Melissa Tromp is hereby appointed to the position of City of Franklin Police Detective effective 6/22/2020, that said appointment is subject to a 1 year introductory period commencing on the effective date of her appointment, that the 1 year introductory period will expire at the end of 1 year unless extended by the Commission, and the Police Chief shall provide the Commission reports of her progress when requested by the Commission. Motion Carried: Ayes – All.

V. An Update on the Selection Process to Hire Fire Department Firefighter/Paramedic.

No action needed.

VI. Closing Out the February 2020 Police Patrol Officer Hiring Process.

Motion by Commissioner Schnagl and seconded by Commissioner Mineo to close out the February 2020 Police Patrol Officer Hiring Process. Motion Carried: Ayes – All.

VII. Hiring of Police Patrol Officers. The creation of a new hiring process.

Ideas were discussed and agreement was made to do a hiring process to include existing police officer, consistent with what we've done in the past, and current Academy graduates consisting only of those that graduate from the Academy between 5/1/2020 and 6/30/2020.

Motion by Commissioner Schnagl and seconded by Commissioner Lenz to establish a hiring process consistent with what was talked about at today's meeting. Motion Carried: Ayes – All.

VIII. Future Meeting Dates and Agenda Items.

Future meetings will be scheduled once an approval is needed for hiring Police Patrol Officers or Firefighter/Paramedics.

IX. Adjournment.

Motion by Commissioner Mineo and seconded by Commissioner Schnagl to adjourn at 3:22 p.m.  
Motion Carried: Ayes – All.